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**From:** SCHOOL FINANCE [INBOX]  
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**Subject:** STaR Team SAIS Bulletin No. 5 (FY08)

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Arizona Department of Education  
System Training and Response (STaR) Team  
<http://www.ade.az.gov/schoolfinance/star>

STaR Team Bulletin No. 5 (FY08) – SAIS Integrity Processing for ADM  
Wednesday, September 26, 2007

SAIS Integrity processing related to student membership (also referred to as Average Daily Membership) for fiscal year 2008 has begun; however, the system is not currently validating student records as they relate to the business rules for October Enrollment, Year End Enrollment, Special Education Service Participation, English Language Learner Program Participation or Support Program Participation. Student Integrity for all purposes other than those related to ADM will run at a later date when ADE has completed and verified programming changes. Additional information regarding Integrity processing for areas other than membership will be sent to subscribers of the STaR Team e-mail distribution list as it becomes available.

For now, the ADE generated Student Detail reports that relate to participation in Special Education, English Language Learner and Support Programs will continue to show that Integrity has not run and the Student Integrity Status Report will only show error and warning messages related to student membership

We recommend that LEA personnel responsible for submitting and/or verifying SAIS data, include a check of the Student Integrity Status Report as part of their regular submission routine. Now that Integrity processing for student membership has begun for FY2008, we would expect that it will normally run automatically every time new transactions for a particular student are processed successfully in SAIS. However, ADE maintains control of Integrity processing and for various reasons may need to delay the process for short and intermittent periods of time. In any case, we would suggest that best practice for those who manage SAIS data is to check Student Integrity Status after ADE processing and to include any necessary corrections in the next SAIS submission file.

For more information on suggested submission and data validation routines, please see **Establishing a Routine for Managing SAIS Data** which is available as part of the *SAIS Information Series* at <http://www.ade.az.gov/schoolfinance/star/>

*Whenever you have immediate need for assistance with specific issues related to SAIS, please visit our web site at <http://www.ade.az.gov/schoolfinance/star/> and click on "Request for SAIS Training and Assistance."*